



# Request for Quote

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STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
ONE CAPITOL HILL  
PROVIDENCE RI 02908

BUYER: Gill, Raymond E Jr  
PHONE #: 401-574-8466

CREATION DATE : 24-APR-09  
BID NUMBER: 7243880  
TITLE: QUARTERLY INSPECTION AND TESTING FOR  
FIRE ALARM/ SPRINKLER SYSTEMS ATTORNEY GENE

BLANKET START : 01-JUL-09  
BLANKET END : 30-JUN-12  
BID CLOSING DATE AND TIME: 28-MAY-2009 10:30:00

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ATTORNEY GENERAL  
150 SOUTH MAIN STREET  
PROVIDENCE, RI 02903  
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ATTORNEY GENERAL  
150 SOUTH MAIN STREET  
PROVIDENCE, RI 02903  
US

Requisition Number: 1128262

Note to Bidders: THERE WILL BE A MANDATORY PRE-BID ON  
MAY 8 2009 AT 10:00 MEET  
MAIN LOBBY  
150 SOUTH MAIN STREET  
PROVIDENCE, RI 02903

Line	Description	Quantity	Unit	Unit Price	Total
1	7/1/09 - 6/31/10-QUARTERLY INSPECTION AND TESTING FOR FIRE ALARM SYSTEM AND SPRINKLER SYSTEM	4 00	Quarter		
2	7/1/10 - 6/30/11-QUARTERLY INSPECTION AND TESTING FOR FIRE ALARM SYSTEM AND SPRINKLER SYSTEM	4 00	Quarter		
3	7/1/11 - 6/30/12-QUARTERLY INSPECTION AND TESTING FOR FIRE ALARM SYSTEM AND SPRINKLER SYSTEM	4 00	Quarter		
4	7/1/09 - 6/30/10-STRAIGHT TIME FOR MAINTENANCE AND REPAIR	1 00	Hour		
5	7/1/10 - 6/30/11-STRAIGHT TIME FOR MAINTENANCE AND REPAIR	1 00	Hour		
6	7/1/11 - 6/30/12-STRAIGHT TIME FOR MAINTENANCE AND REPAIR	1 00	Hour		
7	7/1/09 - 6/30/10-OVER TIME FOR MAINTENANCE AND REPAIR	1 00	Hour		
8	7/1/10 - 6/30/11-OVER TIME FOR MAINTENANCE AND REPAIR	1 00	Hour		
9	7/1/11 - 6/30/12-OVER TIME FOR MAINTENANCE AND REPAIR	1 00	Hour		
10	7/1/09 - 6/30/10 - MATERIALS/PARTS DISCOUNT (%) OFF MANUFACTURER'S LIST PRICE	1 00	Each		
11	7/1/10 - 6/30/11 - MATERIALS/PARTS DISCOUNT (%) OFF MANUFACTURER'S LIST PRICE	1 00	Each		
12	7/1/11 - 6/30/11 - MATERIALS/PARTS DISCOUNT (%) OFF MANUFACTURER'S LIST PRICE	1 00	Each		

It is the Vendor's responsibility to check and download any and all addenda from the RIVIP. This offer may not be considered unless a signed RIVIP generated Bidder Certification Cover Form is attached and the Unit Price column is completed. The signed Certification Cover Form must be attached to the front of the offer.

## **Contract Terms and Conditions**

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## **Terms and Conditions**

### **BID STANDARD TERMS AND CONDITIONS**

#### **TERMS AND CONDITIONS FOR THIS BID**

#### **WAGE REQUIREMENTS**

BIDDERS ARE ADVISED THAT ALL PROVISIONS OF TITLE 37 CHAPTER 13 OF THE GENERAL LAWS OF RHODE ISLAND APPLY TO THE WORK COVERED BY THIS REQUEST, AND THAT PAYMENT OF THE GENERAL PREVAILING RATE OF PER DIEM WAGES AND THE GENERAL PREVAILING RATE FOR REGULAR, OVERTIME, AND OTHER WORKING CONDITIONS EXISTING IN THE LOCALITY FOR EACH CRAFT, MECHANIC, TEAMSTER, OR TYPE OF WORKMAN NEEDED TO EXECUTE THIS WORK IS A REQUIREMENT FOR BOTH CONTRACTORS AND SUBCONTRACTORS. THE PREVAILING WAGE TABLE MAY BE OBTAINED AT THE RI DIVISION OF PURCHASES HOME PAGE BY INTERNET at [www.purchasing.state.ri.us](http://www.purchasing.state.ri.us) SELECT "INFORMATION" AND THEN SELECT "PREVAILING WAGE TABLE". THE STATE OF RHODE ISLAND USES THE GENERAL DECISION NUMBER RI20070001 PRINTING THE ENTIRE DOCUMENT AVERAGES APPROXIMATELY ONE MINUTE PER PAGE - YOU MAY WANT TO PRINT ONLY THE PAGES APPLICABLE TO YOUR BID BIDDERS NOTE: IN THE EVENT THIS BID SPECIFIES PRICE OFFERS ON A TIME-AND-MATERIALS BASIS, i.e., AN HOURLY RATE, ANY OR ALL BIDS SUBMITTED IN AN AMOUNT LESS THAN THE PREVAILING RATE IN EFFECT FOR THE WORK COVERED BY THIS REQUEST AS OF THE DATE OF BID ISSUANCE SHALL BE REJECTED BY THE DIVISION OF PURCHASES.

#### **INSURANCE REQUIREMENTS**

AN INSURANCE CERTIFICATE IN COMPLIANCE WITH PROVISIONS OF ITEM 31 (INSURANCE) OF THE GENERAL CONDITIONS OF PURCHASE IS REQUIRED FOR COMPREHENSIVE GENERAL LIABILITY, AUTOMOBILE LIABILITY, AND WORKERS' COMPENSATION AND MUST BE SUBMITTED BY THE SUCCESSFUL BIDDER(S) TO THE DIVISION OF PURCHASES PRIOR TO AWARD. THE INSURANCE CERTIFICATE MUST NAME THE STATE OF RHODE ISLAND AS CERTIFICATE HOLDER AND AS AN ADDITIONAL INSURED. FAILURE TO COMPLY WITH THESE PROVISIONS MAY RESULT IN REJECTION OF THE OFFEROR'S BID. ANNUAL RENEWAL CERTIFICATES MUST BE SUBMITTED TO THE AGENCY IDENTIFIED ON THE PURCHASE ORDER. FAILURE TO DO SO MAY BE GROUNDS FOR CANCELLATION OF CONTRACT

NOTE: IF THIS BID COVERS CONSTRUCTION, SCHOOL BUSING, HAZARDOUS WASTE, OR VESSEL OPERATION, APPLICABLE COVERAGES FROM THE FOLLOWING LIST MUST ALSO BE SUBMITTED TO THE DIVISION OF PURCHASES PRIOR TO AWARD: \* PROFESSIONAL LIABILITY INSURANCE (AKA ERRORS & OMISSIONS) - \$1 MILLION OR 5% OF ESTIMATED PROJECT COST, WHICHEVER IS GREATER \* BUILDER'S RISK INSURANCE - COVERAGE EQUAL TO FACE AMOUNT OF CONTRACT FOR CONSTRUCTION. \* SCHOOL BUSING - AUTO LIABILITY COVERAGE IN THE AMOUNT OF \$5 MILLION. \* ENVIRONMENTAL IMPAIRMENT (AKA POLLUTION CONTROL) - \$1 MILLION OR 5% OF FACE AMOUNT OF CONTRACT, WHICHEVER IS GREATER \* VESSEL OPERATION - (MARINE OR AIRCRAFT) - PROTECTION & INDEMNITY COVERAGE REQUIRED IN THE AMOUNT OF \$1 MILLION

#### **MULTI YEAR AWARD**

THIS IS A MULTI-YEAR BID/CONTRACT. PER RHODE ISLAND STATE LAW 37-2-33, CONTRACT OBLIGATIONS BEYOND THE CURRENT FISCAL YEAR ARE SUBJECT TO

AVAILABILITY OF FUNDS CONTINUATION OF THE CONTRACT BEYOND THE INITIAL FISCAL YEAR WILL BE AT THE DISCRETION OF THE STATE. TERMINATION MAY BE EFFECTED BY THE STATE BASED UPON DETERMINING FACTORS SUCH AS UNSATISFACTORY PERFORMANCE OR THE DETERMINATION BY THE STATE TO DISCONTINUE THE GOODS/SERVICES, OR TO REVISE THE SCOPE AND NEED FOR THE TYPE OF GOODS/SERVICES; ALSO MANAGEMENT OWNER DETERMINATIONS THAT MAY PRECLUDE THE NEED FOR GOODS/SERVICES

#### **LICENSE REQUIREMENTS**

VENDOR (OWNER OF COMPANY) IS RESPONSIBLE TO COMPLY WITH ALL LICENSING OR STATE PERMITS REQUIRED FOR THIS TYPE OF SERVICE. A COPY OF LICENSE/PERMIT SHOULD BE SUBMITTED WITH THIS BID. IN ADDITION TO THESE LICENSE REQUIREMENTS, BIDDER, BY SUBMISSION OF THIS BID, CERTIFIES THAT ANY/ALL WORK RELATED TO THIS BID, AND ANY SUBSEQUENT AWARD WHICH REQUIRES A RHODE ISLAND LICENSE(S), SHALL BE PERFORMED BY AN INDIVIDUAL(S) HOLDING A VALID RHODE ISLAND LICENSE.

#### **CHARGES PERMITTED**

NO CHARGES OTHER THAN PARTS AND LABOR ON THE JOB - NO TRAVEL, NO MILEAGE, NO MISCELLANEOUS CHARGES, NO PORTAL TO PORTAL

#### **HOURLY RATE SPECIFICS**

BIDDERS ARE ADVISED THE AWARD WILL BE BASED ON EITHER REGULAR, STRAIGHT-TIME HOURLY RATES OR A PERIODIC RATE SUCH AS 500 HOURS, MONTHLY OR ANNUALLY, DEPENDING ON THE SPECIFIC REQUIREMENTS OF A PARTICULAR BID. KEEP IN MIND THAT OVERTIME RATES, DISCOUNTS, AND OTHER MISCELLANEOUS PRICE-RELATED ITEMS ARE REQUIRED FOR INFORMATIONAL PURPOSES ONLY. OVERTIME RATE IS TO BE PAID IN ACCORDANCE WITH THE PROVISIONS OF THE RI DEPARTMENT OF LABOR AND TRAINING, EMPLOYER HANDBOOK. EMPLOYEES ARE TO BE COMPENSATED AT TIME AND ONE-HALF THE APPLICABLE PREVAILING WAGE RATE. OVERTIME RATES EXCEEDING ONE AND ONE HALF TIMES THE REGULAR HOURLY RATES FOR MONDAY THROUGH SATURDAY AND EXCEEDING TWO TIMES THE REGULAR RATE FOR SUNDAYS AND HOLIDAYS MAY BE GROUNDS FOR DISQUALIFICATION OF THE BID.

#### **DELIVERY PER AGENCY**

DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.

## **Overview**

The Department of Attorney General is seeking a company ("Contractor" or "Vendor"), to provide quarterly testing, inspection and preventive maintenance for the fire alarm system and the sprinkler system located at 150 South Main Street, Providence, RI 02903 for a three (3) year period from 4/01/09 to 3/31/12 per the specifications listed below.

## **Scope of Work**

### General Qualifications

- The contractor must comply with all applicable licensing and permitting requirements for this type of service. A copy of all required local, state, and/or federal (if applicable) license(s) or permit(s) must be submitted with the RFP response. Submission of a bid is acknowledgement that any and all work performed in relation to this bid will be performed by personnel holding the required valid local, state, and/or federal license(s) and/or permit(s)
- All work performed must be in accordance with all present and future state, local and national fire codes.
- Contractor must demonstrate that it has experience repairing and maintaining the equipment listed below under "Equipment" and has experience working in facilities similar in size to the Department of Attorney General's building.
- Vendor must not use sub contractors to perform the work
- Vendor must provide a list of 3 buildings (and company's) of equal size that they have contracted with for this type of service.

Fire System Testing must be coordinated with the designated contact person at the Department of Attorney General.

### Location

Rhode Island Department of Attorney General  
150 South Main Street  
Providence, RI 02903

Sites visits may be arranged by contacting William Masse @ 274-4400 ext. 2216

**There will be a mandatory Pre-Bid conference**

### Repairs

No repairs shall be performed without the prior written approval of the Agency. All repair work must be scheduled with the agency at least twenty four hours in advance. Repair costs will be based upon the quoted hourly rate and materials, unless overtime rates apply and have been approved.

Vendor must perform a cleaning of all smoke detectors during the first quarterly inspection and annually thereafter for a total of 3 cleanings during this contract period. Cleanings will be scheduled with the agency rep and cause as little if any disruption of the day to day operation of the office.

### Response Time

The contractor must be available to respond to service and maintenance calls twenty four (24) hours a day, seven (7) days per week and shall provide agency rep with accurate twenty four (24) hour emergency contact information. The Contractor must respond on site within two (2) hours of notification of any potential problem, but must immediately notify the agency rep of their expected arrival on-site.

#### Fire Alarm and detection equipment

Quantity	Description
1	Gamewell Master Box
1	Simplex 4005 Control Panel
2	Back up battery's
11	Simplex Pull stations
73	Simplex Heat Detectors (Above Ceiling)
7	Simplex Heat Detectors
53	Simplex Smoke Detectors
14	Simplex Strobe Assemblies
20	Simplex Horn / strobe Assemblies

#### Sprinkler System – included but not limited to:

- Perform flow test of 2" main drain(s) recording static and residual pressures
- Inspect and test water flow alarms and pressure alarm switches
- Inspect pipes, fittings, and hangers
- Inspect fire sprinkler system
- Test tamper switches on all control valves
- Inspect PIV valve (open and close)
- Restore system to normal working conditions
- Provide Agency with an accurate count of sprinkler heads and manufactured dates of each within the first six months Provide a detailed list of all components that make up the sprinkler system and a report of the current condition of each component.

It is the responsibility of the Bidder to visit the site and it is the responsibility of the Bidder to verify the systems equipment and count.

- All inspections shall meet or exceed NFPA standards
- Vendor will use FM Global Red Tag Permit System whenever the fire protection system is taken out of service

#### Reporting

Within forty-eight (48) hours of each service call, a detailed written report of the results shall be submitted to, and reviewed with, the agency representative.

#### Charges

Overtime rates apply for work after hours (i.e., nights after 5:00 pm, weekends, and holidays) and must be quoted as a separate line item. All other times will be billed at regular time. No work for which overtime rates would otherwise apply shall be performed without prior written approval of the agency. Without prior written approval only regular hourly rates will be paid for the work performed.

Vendor will only send one technician for an emergency call, or a reset of the panel. Vendor will receive permission from Agency rep when more than one technician is sent to work at the site. This does not include Quarterly Inspections which have a set pricing.

The Contractors must obtain prior written approval of all costs associated with any materials (including parts) needed for repairs. Only pre-approved charges for materials/parts and labor will be allowed. You must include as a separate line item the amount of the percentage (%) discount off the manufacturer's list price for materials that will be extended to the Department of Attorney General.

Charges for travel, mileage, portal to portal and other miscellaneous charges will not be covered under the contract

Security

During this contract, normal security measures will be in place at the Department of the Attorney General. The Contractors and their employees, agents and subcontractors will be subject to all security rules and regulations. There will be no exceptions

Upon awarding of the contract, the Contractors shall forward to the Agency Representative the names, social security numbers, copies of photo identification and date of birth of all personnel who will be working in the facility, along with a signed copy of a BCI Authorization and Disclaimer document. All personnel will be subject to BCI checks and must be cleared by the Agency representative prior to performing any work in the facility.